

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, March 24, 2015

8:30 a.m.

County Board Room – 3rd Floor – Courthouse

MINUTES

The Clay County Board of Commissioners met in regular session with all Commissioners present: Campbell, Gross, Ingersoll, Mongeau, and Weyland. County Administrator Brian C. Berg and Senior Administrative Assistant Vicki Reek were also present.

APPROVAL OF AGENDA

On motion by Campbell, seconded by Gross, and unanimously carried, the agenda was approved as presented.

APPROVAL OF INTERFUND TRANSFER

By consent agenda, the Board approved an interfund transfer in the amount of \$10,000 for the Family Service Center from the General Fund for the year 2014, due to issues with the new payroll system.

CITIZENS TO BE HEARD

There were no citizens present who wished to address the Board.

APPROVE PAYMENT OF BILLS AND VOUCHERS

On motion by Mongeau, seconded by Ingersoll, and unanimously carried, the bills and vouchers were approved for payment.

CLAY COUNTY COLLABORATIVE UPDATE

Ms. Carolyn Strnad, Clay County Collaborative Coordinator, updated the Board regarding activities of the Clay County Collaborative. She informed the Board of the Collaborative's involvement in Children's Mental Health Work Group, School-Age Disabilities Work Group, Family Support, Reentry Services Project, Restorative Justice, Truancy Intervention, and Substance Abuse Work Group.

Ms. Kristin Krile, Executive Director of Rural Enrichment and Counseling Headquarters, Inc. (REACH), provided an annual report. REACH programs include individual and family counseling, family support, information and referral, Dress For Success, food pantry, Backpack program, REACH reusables Secondhand Store, Volunteer Services, Driving program for older adults, and annual supply drives.

AUTHORIZATION TO APPROVE 2015 DUST CONTROL QUOTE

On motion by Mongeau, seconded by Campbell, and unanimously carried, the Board awarded the 2015 Dust Control Quote to MinnDak Magic, Moorhead, MN, for their quote for Calcium Chloride, \$1.12/price per gallon; \$0.336 Cost/SY. One other quote was received, Tri-City Paving, Little Falls, MN.

MNCHOICES UPDATE AND REQUEST TO HIRE MNCHOICES ASSESSORS

Social Services Director Rhonda Porter and Public Health Administrator Kathy McKay explained that the State's mandated program, MnCHOICES, combines multiple tools into one comprehensive assessment, replacing four current long-term case assessment processes: Developmental Disability Screening, Long Term Care Consultation, Personal Care Assistance, and Private Duty Nursing. The goals are to create a tool that will provide consistent assessment results from county to county across the state, and provide a person-centered approach to tailor services to individual's strengths, goals, preferences, and assessed needs.

Counties must perform administrative functions and activities, provide access to assessment process, assure an adequate number of certified assessors, develop certified assessor multidisciplinary teams, provide resources for technology, and conduct quality assurance and monitoring activities. Ms. Porter indicated that MnCHOICES is much more comprehensive and requires more time than expected. Ms. Porter requested approval to hire two new MnCHOICES Assessors: one FTE Social Worker and one FTE Public Health Nurse for Minnesota Senior Health Options clients.

On motion by Ingersoll and seconded by Gross, the Board approved hiring the two new positions described above. Commissioner Campbell voted against the motion, explaining that he supported the request but felt more financial data should be provided. (Later in the meeting, information was provided that both Social Services and Public Health have budgeted revenue and expense in their 2015 budgets.)

REQUEST TO FILL OPEN PUBLIC HEALTH NURSE POSITION

On motion by Campbell, seconded by Mongeau, and unanimously carried, the Board approved filling an open Public Health Nurse position. Due to possible position changes internally, .8 FTE to 1.0 FTE was approved.

DEPARTMENTAL UPDATE: HUMAN RESOURCES

Darren Brooke, Human Resources Director/Assistant County Administrator, provided statistics for Clay County employees, and highlighted the many functions of the Human Resources department: benefits management, open enrollment, Affordable Care Act implementation, new hire orientation, policies and procedures, union negotiation and grievances, compensation, evaluations, manage County identification badges, workers compensation and FMLA management, manage applications and interviews, reporting, PDQ management, Safety Committee, employee training management, discipline and grievances. Mr. Brooke noted that technology advances include paperless personnel files; upgrades to HR/Payroll system, processing system, and HR Internal Intranet pages; and new Human Resources benefit information is available on the intranet web pages.

LEASE OF FELTON PRAIRIE PROPERTY

Planning & Environmental Programs Director Tim Magnusson presented a draft lease for County owned land generally known as the Felton Prairie (Parcel No. 17.006.0000, All of fractional Section 6, Keene Township; and Parcel No. 12.031.0000, All of fractional Section 31, Hagen Township), to the Minnesota Department of Natural Resources (DNR). The parcels total approximately 500 acres, and the lease term is 1/1/15 to 12/31/19. The total lease payment is \$1500.00 for the five year period. DNR has an

interest in leasing the property to preserve the native prairie stands located on them, collect seed stock, etc. DNR would also be interested in purchasing the property if the County would make a commitment to selling (to allow DNR to conduct appraisals, etc.).

Commissioner Campbell commented that the parcels are very restricted as to use and felt the Board should consider selling them. This option could be explored even if the property is leased to the DNR.

On motion by Ingersoll, seconded by Mongeau, and unanimously carried, the Board authorized execution of the above-described lease with the MN Department of Natural Resources.

Consensus of the Board was that the County Owned Property Committee should review the potential sale of County owned property to put it back on the tax rolls.

DEPARTMENTAL UPDATE: PLANNING & ENVIRONMENTAL PROGRAMS

Planning & Environmental Programs Director Tim Magnusson provided an update of the activities in the Planning & Environmental Programs department, noting that the 2009 and 2011 flood grants have been closed out, with the acquisition of 43 flood properties. Commissioner Campbell suggested that at some point the County should ask the State to release the properties which were acquired in 2011 for lease possibilities.

The various permits issued in 2014 were reviewed: new housing permits (\$5,281,000 valuation), other construction permits, conditional use permits, interim use permits, plats approved, re-zonings, variances issues, etc.

The various Environmental Services inspection statistics were reviewed: septic compliance (82), septic site evaluations (58), septic installation inspections (99), demolition inspections (53), Food/Beverage/Lodging inspections (223), swimming pool inspections (30), lodging inspections (30), mobile home park inspections (18).

Mr. Magnusson informed the Board that MN Geological Survey atlases are available and will be distributed throughout the County to schools, libraries, city offices, Historical Society, and to citizens requesting a copy.

Mr. Magnusson has visited with several groups regarding Economic Development projects.

APPROVAL OF CONTRACT FOR REDESIGN OF WEST CENTRAL REGIONAL JUVENILE CENTER BUILDING

As a follow-up to the March 17, 2015 meeting, West Central Regional Juvenile Detention Center Stephen Larson visited with Michael J. Burns Architects to determine how much additional time they will need to complete preliminary work to develop an estimate for potential redesign of the Juvenile Center. Mr. Larson reported that the firm will need an additional 20 hours (total of 40 hours) to confer with electrical, mechanical, Department of Corrections and security personnel.

On motion by Campbell, seconded by Ingersoll, and unanimously carried, the Board approved execution of a contract with Michael J. Burns Architects for preliminary design work for the West Central Regional Juvenile Center, not to exceed 40 hours.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE

Commissioner Ingersoll attended meetings of the Local Advisory Council on Adult Mental Health and Lake Agassiz Regional Library.

Commissioner Gross attended meetings of the Wild Rice Watershed District, MetroCOG, and MetroCOG/Hawley projects.

Commissioner Campbell attended the tour of the Douglas County Jail and Alexandria Law Enforcement Center, and the Greater FM Economic Development Corporation meeting.

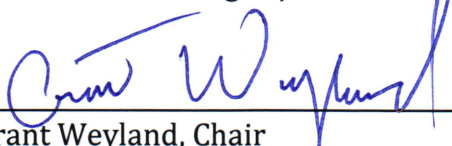
Commissioner Mongeau attended meetings of the Planning Commission, Extension, Lakes and Prairies Community Action, Lakeland Mental Health, and Buffalo Red River Watershed District.

Commissioner Weyland attended the Greater FM Economic Development Corporation meeting and a meeting of the Minnesota Rural Counties Caucus.


County Administrator Brian Berg reminded the Commissioners of the DiSC training event April 9th. Mr. Berg attended meetings regarding several aspects for the new Jail (financing alternatives, design), the Douglas County Jail/LEC tour, Sentence to Service contract, FM Diversion, County Administrator's meeting, and a presentation regarding street crimes in the community.

ADJOURN

The meeting adjourned at 10:40 a.m.



Grant Weyland, Chair
Clay County Board of Commissioners



Brian C. Berg, County Administrator